

TOWN OF ARLINGTON



Report to Annual Town Meeting 2022

Article 26

Endorsement of CDBG Application

We are pleased to submit the Community Development Block Grant (CDBG) application for Program Year 48 (July 1, 2022 through June 30, 2023). Applications were due on January 14, 2022 and accepted at the January 24, 2022 Select Board meeting. The CDBG Subcommittee met on February 9, 2022 to review the applications and develop the following budget for the use of CDBG funds. This report describes each of the requests and the recommended budget allocations.

The Town of Arlington expects to receive **\$1,100,000** in new grant funds from the U.S. Department of Housing and Urban Development (HUD) for the period July 1, 2022 through June 30, 2023. This is a decrease of **\$6,603** from the current year's allocation, which is in line with decreases the entitlement grant program has experienced in recent years. Please refer to the attached spreadsheet for further details. The following proposed allocations would expend a total anticipated amount of \$1,100,000. The Town expects a more modest sum of Program Income from the Arlington Home Rehabilitation Program than in years past, in the amount of \$25,000. The amount is lower than in previous years as no new loans have been made since 2018 and just twenty loans remain to be paid off. As necessary, a substantial amendment will be made to the Annual Action Plan to program any Program Income or prior year funds that become available during Program Year 48.

The following is a summary of the requests for funds and the corresponding recommended allocations made by the CDBG Subcommittee. Each request has been placed into one of six categories: *Affordable Housing, Economic Development, Public Services (limited to 15% of the grant per HUD restriction), Public Facilities, Infrastructure and Parks, Planning, or Administration (Planning and Administration are cumulatively limited to 20% of the grant per HUD restriction)*. Projects/activities must also meet one of the following HUD National Objectives:

Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.67% of the residents make a low or moderate income.

Low/Moderate Income Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom make a low- or moderate-income. The following groups are presumed to make a low- to moderate-income: abused children, battered spouses, elderly persons, and adults meeting the U.S. Bureau of Census' Current Population Reports definition of "severely disabled," homeless persons, illiterate adults and persons living with AIDS.

Low/Moderate Housing (LMH): the project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- to moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter-occupied units in one-family or multi-family structures.

Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.

Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.

CDBG Subcommittee

Adam Chapdelaine, Town Manager

Jennifer Hernandez, Resident

John Hurd, Select Board Chair

Diane Mahon, Select Board Member

Jennifer Raitt, Director of Planning and Community Development

Antonette Sacco, Resident

Mallory Sullivan, CDBG Administrator

TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
BUDGET RECOMMENDATION, PROGRAM YEAR 48

AFFORDABLE HOUSING

Improving Affordable Housing at 12 Russell Terrace, Caritas Communities: This request for \$110,000 is intended to enhance the safety, accessibility, functionality, and longevity of a Caritas Communities property at 12 Russell Terrace, a residence in the organization's affordable housing portfolio. This project is expected to benefit 20 individuals and complies with the national objective LMH. Funding is recommended at \$110,000.

Hauser Building Roof Replacement Project, Arlington Housing Authority: This request for \$250,000 would be used to fund the removal and replacement of the roof at the Hauser Building at Drake Village. The project will help to preserve affordable housing for seniors in Arlington and support the Arlington Housing Authority and Town sustainability efforts. This project is expected to benefit 216 households and complies with the national objective LMH. Funding is recommended at \$250,000.

PUBLIC SERVICES

Scholarship Program, Arlington Boys & Girls Club: This request for \$20,000 would provide scholarships to income-eligible households who participate in Boys & Girls Club activities. The program provides financial assistance to households with limited resources for a broad range of programs in the following five core National Boys & Girls Club program areas: Character and Leadership Development, Education and Career Development, Health and Life Skills, the Arts, and Sports, Fitness, and Recreation. This project is expected to benefit 50 individuals and complies with national objective LMC. Funding is recommended at \$18,000.

Swim Safety Program, Arlington Boys & Girls Club: This new request for \$5,000 would fund a program for children and families to increase awareness of the importance of being safe when in and around the water. The swim safety program will consist of 3 class lessons; General Water Safety, Home Pool Safety, and Sun Safety. These lessons will teach children and families the importance of knowing how to safely play in and around water. Funding would pay for materials and staff time necessary to facilitate the program. This project is expected to benefit 100 individuals and complies with national objective LMC. Funding is recommended at \$4,000.

APS Family Welcome and Information Center, Arlington Public Schools: This request for \$20,000 would support the creation of a center to advance educational access and increase equity by improving access to information, especially for families who would benefit from a personal connection. The Center would provide a single, centralized location for newcomer and marginalized families to easily access school and community information. CDBG funding would be duplicative with funding supporting this project from the School Department and thus is not recommended for this project.

Athletic Scholarships, Arlington High School: This request for \$8,000 would provide athletic scholarships for Arlington High School students throughout the three seasons of sports. The funds would be used for income-eligible students who cannot afford to pay the annual activity fee for various athletic programs offered. This project is expected to benefit 40 individuals and complies with national objective LMC. Funding is recommended at \$5,000.

Operation Success Learning Center, Arlington Housing Authority: This request for \$6,000 would pay for the operating costs of a homework support program for middle and high school students living in Menotomy Manor, an Arlington Housing Authority property. Trained volunteers and active and retired teachers from the community provide homework tutoring. This project is expected to benefit 16 individuals and complies with national objective LMC. Funding is recommended at \$2,000.

Mental Health Services for Youths and Families, Arlington Youth Counseling Center (AYCC): This request for \$20,000 would subsidize the costs of counseling services to income-eligible households including free and reduced-fee mental health counseling and medication treatment and case management services. The CDBG allocation defrays the cost of out-of-pocket expenses that are not covered by a client's insurance or for children and families that are without support or cannot afford the fee scale. This project is expected to benefit 10-20 individuals and complies with national objective LMC. Funding is recommended at \$15,000.

Adult Day Health Scholarships, Council on Aging: This request for \$20,000 would provide scholarships for seniors to utilize Adult Day Health Services through Cooperative Elder Services, Inc. The program provides a safe and therapeutic adult day care service, meals and other social programs at a low cost for those who, due to physical and/or psychological reasons, cannot be left alone at home. This project is expected to benefit 20 individuals and complies with national objective LMC. Funding is recommended at \$16,000.

Transportation Program, Council on Aging: This request for \$31,540 would fund the transportation services that are offered to Arlington seniors. The transportation program brings seniors to medical appointments, grocery shopping, personal hygiene appointments, social visits and rides to and from senior programming, overall, helping seniors remain independent and active in the community. This project is expected to benefit 556 individuals and complies with national objective LMC. Funding is recommended at \$30,000.

Volunteer Coordinator, Council on Aging: This request for \$52,922 would fund the position of Volunteer Coordinator. The coordinator supervises and coordinates volunteers and manages the van and transportation program and is essential to the Council on Aging's mission to engage senior citizens in community participation. Volunteering within the COA allows residents to provide crucial services and programs to residents and allows services to take place at a lower cost. The funds received would be used for the base salary of the staff person plus all fringe benefits. This project is expected to benefit 350 individuals and complies with national objective LMC. Funding is recommended at \$52,922.

Jobs, Jobs, Jobs Program, Fidelity House: This request for \$5,000 would fund a summer employment program for income-eligible youth. Funding would pay for teen participants to be employed and learn job skills, including skills in childcare and recreation leadership. This project is expected to benefit five (5) individuals and complies with national objective LMC. Funding is recommended at \$4,000.

Menotomy Manor Outreach Program, Fidelity House: This request for \$20,000 would help to defray the cost of programs that Fidelity House manages for the low-income families of Menotomy Manor. The program is designed to offer opportunities, reduce the barriers that prevent participation (including transportation and financial) and assimilate youth into community-wide programming. It provides scholarships and transportation for youth to attend summer and school year programming. This project is expected to benefit 35 individuals and complies with national objective LMC. Funding is recommended at \$19,000.

Recreation Scholarship Program, Recreation Department: This request for \$13,000 would provide scholarships for activities offered by the Recreation Department. The program provides income-eligible households an opportunity to participate in recreation programs by providing financial assistance of 25%-100% to offset the cost of program fees. This project is expected to benefit 50 individuals and complies with national objective LMC. Funding is recommended at \$8,000.

PUBLIC FACILITIES AND IMPROVEMENTS

ADA Compliance Program-Curb Cuts Ramp Project, Arlington Commission on Disability: This request for \$125,000 would construct and reconstruct ADA-compliant sidewalk ramps for the purpose of improving access and pedestrian safety for the elderly and disabled. 50 curb cuts would be installed utilizing these funds. This activity complies with national objective LMA. Funding is recommended at \$122,852.

Solar Panel Installation, Food Link, Inc.: This request for \$73,000 would fund the installation of rooftop solar panels at Food Link's Hub, supporting Food Link's commitment to model environmental sustainability. Rooftop solar generation will provide Food Link with the ability to generate clean energy and reduce greenhouse gas emissions. This project is expected to benefit 6,000 individuals and complies with national objective LMC. Funding is recommended at \$73,000.

Robbins Memorial Flagstaff Plaza at Town Hall, Facilities Department, Department of Public Works, and Town Manager's Office: This request for \$150,000 would fund a project intended to restore the Plaza surrounding the historic Robbins Memorial Flagstaff sculpted by Cyrus Dallin. As a result of heavy use, deferred maintenance and severe winter conditions, the plaza has entered a state of disrepair, worsening each year. At present, many surfaces are heaved and irregular, presenting myriad accessibility challenges for visitors to Arlington's civic center. Through thoughtful repair and reconstruction, this project intends to restore this feature for safe use, enjoyment and appreciation by this and future generations. Funding is recommended at \$148,500.

PLANNING

Planners, Department of Planning and Community Development: This request for \$54,000 would fund a portion of the salary and fringe benefits of Department staff working on CDBG-related activities. Duties and responsibilities involve data gathering and analysis, survey creation and implementation, community engagement, land use planning and zoning activities, affordable housing studies and implementation activities, and economic development. All positions serve under the Director of Planning and Community Development. Funding includes salary plus fringe benefits, which are reimbursed to the Town. This activity is exempt from meeting a national objective. Funding is recommended at \$54,000.

Planning Studies, Department of Planning and Community Development: This request for \$66,000 would fund a range of planning activities to help in the creation and preservation of affordable housing and minimize displacement. These activities include studying the needs of extremely low-income and under-housed individuals and families to inform future funding applications and allocation of resources; identification of resources to preserve homes that are on track to lose affordability due to expiring deed restrictions and other activities which advance affordable housing planning; development of additional plans for the Arlington Affordable Housing Trust Fund, as needed; planning analyses to advance recommendations in Connect Arlington, the Net Zero Action Plan, and the Housing Plan; and development of Master Plan update process. Funding is recommended at \$66,000.

Annual Town Survey, Envision Arlington: This request for \$2,000 would continue the annual town Survey. Data collected from this survey informs policy-setting for the town and other planning activities. This activity is exempt from meeting a national objective. Funding is recommended at \$2,000.

ADMINISTRATION

Community Development Block Grant Administrator, Department of Planning and Community Development: This request for \$81,226 would fund the salary and fringe benefits of the CDBG Administrator position. This staff person is responsible for the daily financial administration of the CDBG program and coordination of grant activities with program directors. The Administrator is also responsible for maintaining all records and completing the reporting requirements of the CDBG program as required by HUD. Funding is recommended at \$81,226.

General Administration, Department of Planning and Community Development: This request for \$18,500 would fund administrative costs related to overall program development, management, coordination, monitoring, and evaluation. This line item also includes funding legal advertising and training and travel costs for the Administrator. This activity is exempt from meeting a national objective. Funding is recommended at \$18,500.

**TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
BUDGET RECOMMENDATION, PROGRAM YEAR 48**

CDBG Program Activity	Organization/Department	CDBG Subcommittee Recommendation
REHABILITATION/ HOUSING		
Improving Affordable Housing 12 Russell Ter.	Caritas Communities	\$ 110,000
Hauser Building Roof Replacement	Arlington Housing Authority	\$ 250,000
Sub-total		\$ 360,000
PUBLIC SERVICES		
Scholarship Program	Arlington Boys and Girls Club	\$ 18,000
Swim Safety Program	Arlington Boys and Girls Club	\$ 4,000
APS Family Welcome and Information Center	Arlington Public Schools	\$ 0
Athletic Scholarships	Arlington High School	\$ 5,000
Operation Success Learning Center	Arlington Housing Authority	\$ 2,000
Mental Health Services for Youths & Families	Arlington Youth Counseling Center	\$ 15,000
Adult Day Health Scholarships	Council on Aging	\$ 16,000
Transportation Program	Council on Aging	\$ 30,000
Volunteer Coordinator	Council on Aging	\$ 52,922
Jobs, Jobs, Jobs	Fidelity House	\$ 4,000
Menotomy Manor Outreach Program	Fidelity House	\$ 19,000
Program Scholarships	Recreation Department	\$ 8,000
Sub-total (estimated PY48 statutory limit: \$174,000 ¹)		\$ 173,922
PUBLIC FACILITIES AND IMPROVEMENTS		
Annual Curb Ramp Updates	Arlington Disability Commission + DPW	\$ 122,852
Solar Panel Installation	Food Link, Inc.	\$ 73,000
Robbins Memorial Flagstaff Plaza	Town Mgr's Office, Facilities Dept, DPW	\$ 148,500
Sub-total		\$ 344,352
PLANNING		
Planners	Planning and Community Development	\$ 54,000
Planning Studies	Planning and Community Development	\$ 66,000
Annual Town Survey	Envision Arlington	\$ 2,000
Sub-total		\$ 122,000
ADMINISTRATION		
Grants Administrator (salary + benefits)	Planning and Community Development	\$ 81,226
General Administration	Planning and Community Development	\$ 18,500
Sub-total		\$ 99,726
Planning & Admin. Sub-total (estimated PY48 statutory limit: \$225,000 ²)		\$ 221,726
TOTAL		\$ 1,100,000

¹ PY 48 Public Services Statutory Limit is equal to 15% of the sum of the PY48 Entitlement Grant and PY47 Program Income. This figure will be adjusted as necessary at the end of PY47 and based on the actual PY48 Entitlement Grant.

² PY48 Planning and Admin Statutory Limit is equal to 20% of the PY48 Entitlement Grant and anticipated PY48 Program Income. This figure will be adjusted as necessary based on the actual PY48 Entitlement Grant.